



Interstate Technology & Regulatory Council

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ITRC Board of Advisors Meeting Summary November 21st, 2024 Virtual

ATTENDANCE

Voting Members – Quorum Established

Randy Chapman, Virginia DEQ
Paula Panzino, Arizona DEQ
Sandra Snyder, South Carolina DES
Stephanie Lewis, California ARB
Dusty Hawkins, Alabama DEM

Incoming Voting Members - 2025

Grace Anne Martin, South Carolina DES
Justin Meredith, Tennessee DEC
Mike Penzone, Delaware DNREC

Non-Voting Liaisons

Kim Brown, DoD- Navy
Brian Jordan, DoD-OSD
Heidi Durako, DoD-USACE
Lia Gaizick, DoD-OSD
Poppy Harrover, DoD-Army
Lisa Matthews, U.S. EPA-ORD
Jeremy Musson, Pinyon Env., IAP
David Tsao, BP, IAP

Incoming Non-Voting Liaison (2025)

Elizabeth Denly, TRC, IAP

ITRC Staff

Charles Reyes, ECOS/ITRC
Taylor Voelkel, ECOS/ITRC
Nicole Henderson, ITRC Contractor

Not In Attendance:

Samuel Iwenofu, Washington ECY
David Asiello, DoD-OSD
Hai Shen, DOE-EM
Cindy Frickle, U.S. EPA-OLEM
Stephen Hurff, DoD-Navy
Patrick Kelly, DoD-Air Force
Andrea Leeson, DoD-SERDP
Natalia Vinas, DoD-OSD

WELCOME & CHECK IN, AGENDA CHANGES

Charles Reyes welcomed the ITRC Board of Advisors (BOA) members to the meeting.

BOARD BUSINESS

APPROVAL OF OCTOBER BOARD MINUTES

The BOA reviewed the draft minutes from the October 2024 BOA Meeting.

- **Motion:** Sandra Snyder put forth a motion to approve the minutes with minor edits; seconded and passed unanimously.

William R. Chapman
Virginia Department of
Environmental Quality
ITRC Co-Chair

Paula Panzino
Arizona Department of
Environmental Quality
ITRC Co-Chair

Charles Reyes
ITRC Director

LEADERSHIP UPDATES

Reyes shared that a few board members will be departing at the end of 2024: Sandra Snyder, Samuel Iwenofu, Jeremy Musson. Reyes introduced new board members who will begin their terms in 2025: Grace Anne Martin, Justin Meredith, Mike Penzone, and Elizabeth Denly.

Reyes also introduced new ITRC staff Sabrina Heivilin and Taylor Voelkel.

INTRODUCTIONS AND ICEBREAKER

Reyes facilitated an extended introduction session of the full Board of Advisors.

ANNOUNCEMENTS

2025 Project Teams

Reyes shared that new 2025 Project Teams are now open for new members:

- Green and Sustainable Chemistry
- Underwater Munitions
- Sustainable Management of Waste from Energy Resources
- Advanced Sites Characterization Tools – Update Team (mid-2025 start)

State Team Leaders have been selected for most Teams. The Green and Sustainable Chemistry Team is still looking for one Team Leader, which has been a challenge because it is a non-traditional ITRC subject area. Reyes is working with Mimi Johnson (WI), Team Leader, the proposal writers, and other associations to identify a second Team Leader. One should be identified prior to January 2024.

Project Advisor interviews have started and will conclude on November 25. Selections will be made shortly after they conclude.

New ITRC Membership Tools

ITRC has begun using Member365 as a new membership registration and renewal platform.

- All 2024 members that were registered in the old Connect platform have been migrated to Member365 and can login with their email address. Account details were emailed to these members on November 14-15.
- All other members will need to create an account for approval.

Once a member, ITRC Project Team collaboration, meetings, and day-to-day work are managed in ITRC's new Microsoft Teams platform. The platform syncs with Member365, and members with an active ITRC membership are connected to Microsoft to select and participate in Project Teams.

Detailed instructions for Member365 and Microsoft are on the ITRC website, Member365, Microsoft Teams, and shared in related approval and welcome messages.

Contact ITRC staff if you or your colleagues need assistance creating or renewing your account.

Upcoming Events

- Kickoff Meeting, January 22-23, 2025, in Orlando, FL. Team leaders and project advisors have been invited.
- Annual Meeting, April 7-10, 2025, in Kansas City, MO. Registration will open on December 15, 2024. The draft agenda is on the ITRC webpage.
 - The BOA is scheduled to meet April 7, from 1-5 pm, and April 10, from 8-12 pm.
 - The reception is the evening of April 7.
 - All project teams are meeting at the same time April 8-10.
 - The IAP Luncheon is on April 9.
 - The SEP is meeting on April 9-10
- 2025 Online Trainings: The full 2025 training schedule is on the ITRC website: <https://itrcweb.org/online-training/>. Registration is open.

DISCUSSION

Annual Meeting – Plenary Session

Chapman led a discussion about the Plenary session for the Annual Meeting. Reyes shared that he has invited a potential guest / keynote speaker from Kansas City and is waiting for confirmation. Reyes will also discuss the potential for ALGA to provide remarks and highlight ITRC's international partnerships.

Chapman suggested that Team Leaders provide brief remarks to introduce themselves and their Teams to help members and other teams get a better idea of what all ITRC project teams are working on. The plenary session will also include a brainstorming session with the full membership.

Upcoming BOA Meetings

- The December 19, 2024, meeting will be held and shortened to an hour. There's a possibility of rescheduling based on availability.
- The BOA will consider rescheduling standing dates/times for meetings in 2025.

MOTION TO ADJOURN:

- Snyder put forth a motion to adjourn the meeting; seconded and passed unanimously.